

Joint Fire Commission Meeting Minutes
Thursday, August 18, 2011 – 7:00 PM
Paul J Bertschinger Community Center – Egg Harbor

Present: Bill Edwards, Ulla Walser, Clayton Haen, Carol Ballje, Dick Sandretti, Clarence Scherer, Steve Schopf-Fire Chief, Andy Staats-Assistant Fire Chief, Kelly Popp

1. Call meeting to order.

Chair, Edwards called the meeting to order at 6:59 p.m.

2. Adopt agenda.

Scherer moved to adopt the agenda as presented, Walser seconded. Motion carried.

3. Open session – Ten minutes.

Edwards commented on the Village Board meeting minutes dated July 11, 2011 regarding the attendance at the Joint Fire Commission meetings by the Village Board. Agenda item 4d was reviewed by Joint Fire Commission. It was noted no Village representative was present tonight.

4. Review and approve minutes of July 21, 2011 meeting.

Haen moved to approve the minutes of July 21, 2011, Walser seconded. Motion carried.

5. Fire Chief / First Responder report.

Schopf gave Fire Chief/First Responder report as attached.

- Edwards asked Schopf if total man hours and trucks used for each incident could be included in the incident report for Commissioners to review. Schopf stated he could run separate reports for each request.
- Schopf stated the bid for Fire Station #1 was awarded to Van's Lumber. They are to begin on the Fire Station and complete by December 1st.
- Cochart's replaced two tires on truck #11, due to the way the tire blew out recently. They are strongly recommending the other two tires on truck #11 be replaced. Schopf reported the cost will be approximately \$800 total for the replacement of both remaining tires. It was unanimous consensus by the Fire Commissioners that Schopf replace the two tires on truck #11 due to safety concerns.
- Schopf reported on Egg Harbor Fire Department's participation in Carlsville Days. The Fire Department had some trucks on display; Rescue Randy suited up with air packs on. They showed a slide show of some of the incident calls they were on and served beverages for the dance and dedication. The Fire Department money earned from Carlsville Days will go towards the purchase of defibrillators. Schopf noted donation thank you letters will be sent out soon.
- Schopf was asked to run a report for the number of individuals attending the Fire Department meetings.

6. Budget progress report 2012.

Sandretti gave the budget progress report for 2012. Fire Commissioners were given a copy of the Fire Department Budget Process Information Draft dated August 3, 2011. Mutual aid compensation was discussed. Currently Egg Harbor Fire Department is the only department in the area not to be paid for mutual aid calls. The various area Fire Departments mutual aid call compensation was discussed. Sandretti indicated a line item for training will be going in as line item 5. Edwards asked that the budget be finalized for review by the September 15th Joint Fire Commission meeting. Mutual aid and labor costs

will be combined and ready for the September Joint Fire Commission meeting with an explanation behind labor costs regarding the mutual aide. Edwards asked Schopf to explore line 17, Miscellaneous Expense-Pro. Fees for 2010's Actual amount of \$6,975.56. The new contingency fund was discussed briefly. Sandretti noted that before the Joint Fire Commission's September meeting, a line item for Training would be added to the budget under Line 4, Total Dept. Labor. The training costs would be deducted from the labor costs to place under Training Line item and mutual aid compensation would be added to labor costs in Line item 4. He also indicated he would add a capital line item to the budget as well. Sandretti mentioned that the Officers Meeting would be held Monday, August 22 at 8p.m. and the budget would be discussed. It was noted Wednesday, October 12th will be the Joint Town & Village Board meeting.

7. Discuss slate of Department subordinate Officers.

Edwards postponed this agenda item until the next agenda.

8. SOP / SOG Committee report. SOP 1210 change.

Edwards gave the SOP/SOG Committee report. He reported there has not been a meeting and won't be until December. Edwards stated a change was made to SOP 1210. It was passed as presented with a correction. On page 3 of 6, under O, Solicitation, at the end of the paragraph, there was a comma added.

Edwards reported discussion after approval later found areas that needed to be revisited. Under O, Solicitation, page 3 of 6 and under General Conduct of Duties, letter B, National Colors and Anthem, second sentence. Members should be civilian dress with the word changed. After it was passed, they revisited item O. It will be revisited before the Joint Board. Edwards stated he would prepare SOP1210 with the changes.

9. Approval of bills for month.

Scherer moved to approve the bills for the month in the amount of \$5,739.67, Ballje seconded. Motion carried.

10. Set time and agenda items for September meeting.

The next Joint Fire Commission meeting will be held Thursday, September 15th at the Town Hall in Carlsville at 6:00 p.m. The Joint Fire Commission will hold a meeting on Tuesday, October 11th at the Village at 7:00 p.m. Joint Town & Village Board meeting is at 6:00 pm on the October 12th. Also noted, Egg Harbor Fire Department training is at Harbour Village on August 25th at 6:00 p.m.

11. Adjourn

Haen moved to adjourn the meeting at 8:37 p.m., Scherer seconded. Motion Carried.

Recorded by,
Kelly A Popp
Deputy Clerk-Treasurer/Administrative Assistant